**Chapter Name:** Project meeting.

**Date/Time of Meeting**: Not Mentioned**.**

**Location of Meeting:** Corporate office

**Members Present:** One contracter, one salaried employee and two more team members.

**Members Apologies:** Shri and Sai

**Guests**: The salaried employee (Officer)

**Agenda Item #1: Contracter report:-** To complete the project till Monday, and extract 10 questions from the code.

**Summarize:-** The contracter is saying that it will work step by step like first get connection to the access, then work on the table the he will rewrite the code and clean up the code and write it better and that will work faster. He will go through the code and extract 10 questions with the solution and also find what are the targets of the questions. In the oracle database he had a error in the query that is not running properly at the last line of the code the error is variable not bound . He needs to work on the side project, create excel sheet and the summary. He will copy the whole code and the modify the code and if seems to be fine then willl keep the modified code. He says that it takes 30 mins. to execute one query its to much time taking.

**Agenda Item #2: Officer:-** Needs the work to be completed by monday.

**Summarize:-** He is a salaried employee, he is saying that he is not coming tomorrow, but will be available on skype. He wants that in a table a delete method to be added. He needs the referential interigity of the system to be managed, needs the basic design to be great, needs more generic code, make the code uniform, and the code is reusable. He tells about the error to the contracter. He is not the manager but gives the advice to the needy one. He doesn't needs the speed up because he has idea to load 90 million data at a same time.

**Assumption:-**

(officer)That there will be snow on the road tomorrow.

**Summary:-**

The officer wants the work to be completed by the coming Monday.

With the more generic code, that is reusable and uniform